



भा. कृ. अनु. प. - केन्द्रीय कृषिरत महिला संस्थान, भुवनेश्वर

ICAR - CENTRAL INSTITUTE FOR WOMEN IN AGRICULTURE

(ISO 9001:2008 Certified)

(भारतीय कृषि अनुसंधान परिषद) (Indian Council of Agricultural Research)

Plot No. 50-51, Mouza-Jokalandi, Post-Baramunda, Bhubaneswar - 751003, Odisha, INDIA

Phone : 0674-2387220, Fax : 0674-2387242, e-mail : director.ciwa@icar.gov.in, Web : http://www.icar-ciwa.org.in



फा. सं. III-14011/01/11-प्रशा./263

दिनांक : 8<sup>th</sup> June 2018

### कार्यालय आदेश

सक्षम अधिकारी के अनुमोदन से सम्बंधित सभी अधिकारी से निम्न सूचित बिन्दुओं विवरण पर कार्यवाही सुनिश्चित करने की अनुरोध की जाती है।

The Director, ICAR - Central Institute for Women in Agriculture, Bhubaneswar is pleased to constitute the **Internal Complaint Committee** for Implementation of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, as per Council's letter vide F. No. GAC-10-5/2015-CDN, dt. 30.05.2018 (received from Education Division vide e-mail dt. 06.06.2018) :

Sl. No.	Name & Designation of the Officers	To act as
1.	Dr. Sabita Mishra, Principal Scientist	Chairperson
2.	Dr. Jyoti Nayak, Senior Scientist	Member
3.	Mrs. Geeta Saha, Technical Officer	Member
4.	Ms. Sangeeta Rautaray, President, SOPUTRA, Plot No.1162, House No.56, Ratnakar Bag, P.O.Badagada Brit Colony, Bhubaneswar-751018	Member-Third Party representative from NGO
5.	Administrative Officer	Member-Secretary

**Terms of reference :**

1. To ensure a congenial work environment for the women employees.
2. To look into the grievances, if any, as per Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
3. Any other task as deemed necessary.

यह आदेश निदेशक के अनुमोदन से जारी।

ज.श. वि. 19/20/18  
प्रशासनिक अधिकारी 8/6/18

#### वितरण :

1. सर्व संबंधित अधिकारी
2. सभी अनुभाग प्रभारी
3. सहायक वित्त व लेखा अधिकारी
4. निदेशक के निजी सचिव
5. Shri Shaji A., Senior Technical Officer for uploading in ICAR-CIWA website
6. सूचना पटल / गाई फाईल